



Name:

ID#

E-mail:

Date

THESIS REIMBURSEMENT REQUEST

A thesis subsidy totaling a maximum of \$350 for direct costs related to carrying out thesis research is available to each student. Direct costs includes inter-library loans, fees for psychological testing materials, fees for transcription, printing of surveys and letters to subjects, blank video and audio tapes to record interviews, monetary incentive for recruiting subjects, and other direct costs, as defined by the SSHRC grant holder's guide, available at: http://www.sshrc-crsh.gc.ca/funding-financement/using-utiliser/grant_regulations-reglement_subventions-eng.aspx

Direct costs do **not** include duplicating and binding of the thesis, costs for shipping theses or thesis materials to the department, travel to campus for thesis supervision meetings or thesis defense, and conference registration fees or travel expenses.

The final decision of what does and does not qualify for subsidy is made by the program committee, not the student. **You must itemize costs and provide receipts when you submit your claim.** A cheque will be issued from Financial Services who require a mailing address. Please allow up to 4 weeks to process.

Item	Canadian Funds	US Funds

Student Mailing Address: _____

(Print Name)

(Signature)

(Date)

CPSY Director: _____